

Town of Rowe – FY2013
Board of Selectmen – Meeting Minutes
Wednesday, February 6, 2013 – 4:00pm

Call to Order: The meeting was called to order by Chairman Wilson at 4:00pm.

Present: Chairman Marilyn Wilson, Vice Chairman Paul McLatchy III, and Selectman Noel Abbott

Also Present: Town Coordinator Ellen Miller

Audience: Fire Chief Paul McLatchy, Jr., Fire Chief, Ann Foshay, Matt Crowningshield

Regional Fire Service: Fire Chief McLatchy presented a letter from the Franklin County Fire Chiefs Association seeking support from Chief Elected Officials and Executive Officers for the Towns and Fire Districts of Franklin County, to use available District Local Technical Assistance Fund (DLTA) to conduct a study on the regionalization of fire services within Franklin County (letter attached). The Board took the letter under advisement, and will address it at their next meeting.

Snowmobile Use of Depot Street Bridge: Matt Crowningshield, President of the Indianhead Snowmobile Club, requested snowmobile access across the closed Depot Street Bridge. He presented a copy of the club's proof of insurance. Ms. Miller reported that she had discussed this matter with MassDOT Highway, District One in Lenox. They had stated that such a request should be submitted in writing to District One Director Peter Niles, who will pass the request along to the state bridge engineer in Boston who is the official authorized to grant such request. The Select Board agreed to pass the request along to MassDOT. Ms. Miller will submit a written request to Director Niles. (See letter attached.) [Note: The bridge belongs to TransCanada.]

Minutes: Minutes of the January 30th meeting were unanimously (3/0/0) approved as amended. Ms. Miller will present a final copy for signature at next week's meeting.

School Fire Purchase Orders: Chairman Wilson stated that nine (9) purchase orders submitted by the school have all been explained and she believes they are OK to be approved. The Select Board then voted unanimously (3/0/0) to approve the purchase orders, and Chairman Wilson signed the POs.

Hawlemont MOU: Selectman Abbott reported that the 2013-14 MOU was not sent to special school counsel Marc Terry of Mirick-O'Connell because the negotiation of the document is being handled in executive session by the School Committee and the counsel Fred Dupere.

Treasury Warrants: Chairman Wilson stated that Ms. Miller had been preparing warrants and changing warrant total amounts, which should not be taking place. Ms. Miller responded that she does not prepare the town treasury warrant. These are prepared by FRCOG. The only warrant she prepares is the cover signature sheet for the School Fire Treasury Warrant, which is a combination of school purchases and town purchases. That warrant and the regular school warrant (which is prepared by the Central Office) are not official treasury warrants for the town. The items contained in those warrants are part of the official town warrant, which is the warrant signed by the Select Board, the Accountant, and the Treasurer. That warrant is prepared by the Town Accountant and includes all bi-weekly payables. The other warrants are created for tracking purposes only for the school department and for tracking school fire purchases.

Demolition of School Site: A site visit was held yesterday for contractors interested in bidding on the demolition project. Bids are due Feb 18th.

School Boiler: It was agreed that the town should attempt to save the nearly new school boiler. It would need to be stored until a use could be found. White Heating will be asked to provide a quote on removal and stabilization of the equipment.

Request to Appoint Educational Options Committee: The request presented by Ann Foshay at last week's meeting for the appointment of a committee to study options for educating elementary aged students outside of town was formally withdrawn, as this falls under the purview of the School Committee.

School Fire Expenditures: \$166K has been spent to date. Of that, approximately \$50K is for "Loss of Income" items. The remainder will decrement from the \$6.98K blanket insurance policy.

School Building Committee: Vice Chairman Paul McLatchy, whose term is up in May, asked if he did not remain on the Select Board, could he still be on the School Building Committee. Both Ms. Wilson and Mr. Abbott agreed that he should still serve. In fact all members on that committee should remain in place through the duration of the school building project for continuity purposes.

Job Posting for Police Department: Chairman Wilson presented a recent ad for a Police Chief from another town. The Board agreed with the format of the ad. Ms. Wilson will prepare a final version for next week's meeting. The possibility of advertising for an additional officer for four (4) hours per week and a part-time administrative person for next year was also discussed. This will be discussed at next week's meeting.

FY2014 Pay Rate for Police Chief: Due to the dangerous nature of the position Ms. Wilson stated she felt the pay rate for the Police Chief should be increased. Chief Dandeneau is proposing a stipend of \$13,224 for next year (\$25.43/hr for 10 hrs/week). FY13 stipend is \$10,360 (\$19.92/hr for 10 hrs/week.) Vice Chairman McLatchy prepared a spreadsheet and graph of stipends/pay rates for Police Chiefs in 24 Franklin County towns calculating the cost per resident per hour. Rowe's cost was double or triple that of other towns. Chairman Wilson cited research which shows that the most dangerous duties of the police are Traffic Detail and call-outs to Domestic Disturbances, both of which comprise the greatest portion of Rowe's police work. Chair Wilson said that she did not necessarily accept Vice-Chair McLatchy's new category for comparison, although it was interesting. "Rowe's cost was double or triple that of other towns" only if this new category is accepted.

Chair Wilson produced figures showing that Rowe's Police Chief is paid considerably less than other top positions in town, none of which are dangerous, and currently is paid even less than a heavy equipment operator or the park recreation instructor.

Chairman Wilson and Selectman Abbott agreed with Chief Dandeneau's request and rationale for increased pay for the position of Police Chief.

CVC Paging System: The pagers brought on as a trial by Chief Dandeneau were never returned to CVC. CVC has calling asking for payment. Chairman Wilson stated that she will take care of the matter.

Invoice for Junior Police Badges: (300) junior police badges were ordered by Chief Dandeneau this summer, but payment has not been made. The badges were intended to be distributed to school children. Chairman Wilson will follow up on this outstanding invoice.

NFIP Program: Pat Smith of FRCOG will attend the Feb 20th meeting to give a presentation of the actions needed by the town to join the National Flood Insurance Program (NFIP). This will allow homeowners to obtain flood insurance, if they so choose.

IT Review: Ms. Wilson is obtaining quotes from IT support firms for next year. A quote was received from VertitechIT. It came in high at \$18,000. Another quote came in at \$8,000 Northeast IT Systems. Ms. Miller was asked if there is a current contract with Moody Consulting. Ms. Miller will look to see if a contract exists. Chairman Wilson is also obtained a quote from NE Systems. She will provide copies of the quotes. She is also looking for other IT support providers. Chairman Wilson stated that IT Support service which is provided now by

Moody Consulting should have gone out to bid. Vice-Chairman McLatchy stated that he believes the arrangement with Horace Moody was done with a handshake, not a contract.

Election Funds Needed: Ms. Miller will submit a Reserve Fund Transfer request for additional funds needed for election/teller expenses for the remainder of the year to the Finance Committee for action at their meeting this Friday, Feb 8th.

2012 Annual Town Report: Reports are due to Ms. Miller by February 28th. Previous BOS Chairman Abbott will prepare the 2012 Selectmen's report.

FRCOG Survey re District Local Technical Assistance (DLTA) Funding: A survey requesting prioritization of projects to be funded with DHCD (Dept. of Housing & Community Development) will be completed by Ms. Miller and returned to FRCOG.

Vacation: Ms. Miller requested vacation leave for the weeks of March 4th and March 11th. This was unanimously approved by the Board. She was asked to make sure that Ms. Daviau is available to take over in her absence.

Depot St. Bridge Public Hearing: Ms. Miller reported that the Monroe Select Board have stated that their Town Hall is too small for the March 12th hearing being held by MassDOT to present plans for the new Depot Street Bridge. The Rowe Select Board asked Ms. Miller to see if Rowe Conference Center is available that evening.

Real Estate Tax Refund: A refund in the amount of \$1,040.57 was unanimously (3/0/0) approved by the Select Board. This was a refund for duplicate payment.


Adjournment: The Selectboard voted unanimously (3/0/0) to adjourn the meeting at 6:15pm.


Respectfully submitted,

Ellen B. Miller
Town Coordinator

Approved:


Marilyn Wilson, Chairman


Paul McLatchy III, Vice Chairman


Noel Abbott

Feb 13, 2013

Date Approved

Attachments:

- Agenda
- Letter re Regional Fire Service
- Request to MassDOT re snowmobile use of Depot St. Bridge
- Letter to White Heating requesting quote on salvage of school boiler
- Sample ad for Police Chief position
- McLatchy spreadsheet/graph re Police Chief pay rates
- CVC Paging System Invoice
- (300) Junior Badges Invoice
- Reserve Fund Transfer Request – Election/Teller expense
- FRCOG DLTA Survey
- Real Estate Tax Refund